

Shelton State Community College
Back - To - School Schedule
August 13 - 17, 2001

Monday, August 13, 2001

8:30 - 9:00	Back-to-School Breakfast for Faculty	
9:00 - 9:30	Welcome Back/Campus Update	Rick Rogers
9:30 - 10:00	Some Basics	Mark Heinrich
	Door Prize	Drawing Mark Heinrich
10:00 - 10:15	Break	
10:15 - 10:30	Open Mike Announcements	
10:30 - 11:00	The Syllabus - a brief review	Mark Heinrich
11:00 - 12:00	ADA and Faculty Response	Lauren Carr
	Door Prize Drawing	Mark Heinrich
12:00 - 1:00	Lunch on your own	
1:00 - 2:00	Concurrent Mini Workshops	
	Web Page Design	(2602 - limit 10)
	E-Mail	(2362 - limit 30)
	Spreadsheets for Gradebooks	
	Creat your gradebook - please bring floppy disk	
	APECS	(2363 - required for all instructors hired since January 1, 2001)
2:00 - 3:00	Concurrent Mini- Workshops	
	Computer Maintenance	(Elect Classroom - Lib)
	Syllabus - Create Your Syllabus	(2262-lmt 25)
	Please bring a floppy disk	

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Tuesday, August 14th

8:30 - 9:15	Planning & Human Resources Update - Arthur Howington/Johnny Parker Door Prize Drawing - Mark Heinrich
9:15 - 9:30	Registration Update - Diane Layton
9:30 - 9:45	Records Management for Faculty - Debbie Grimes
9:45 - 10:00	Break - move to room 2255
10:00 - 10:15	Compass and Asset Testing Update - Holly Sexton & Martha Keys
10:15 - 11:00	Generation X in the classroom - Randy Jarrell Door Prize Drawing - Mark Heinrich
11:00 - 11:30	Academic/Student Misconduct/role of the instructor - Bruce Bizzoco
11:30 - 12:00	Student Services Update - Humphrey Lee and Diane Layton
12:00 - 1:00	CAMPUS LUNCH (all employees including fire college)
12:30 - 1:00	Open Mike Announcements
1:00 - 4:00	On-Site Registration

Wednesday, August 15th

8:30 - 9:00	Business Office Basics - Karen Van Luvender Door Prize Drawing - Mark Heinrich
9:00 - 9:15	Title III Update - Ronald Range
9:15 - 10:00	Workkeys Update - Linda Grote and Panel
10:00 - 10:30	Campus Safety and Security Update - Bruce Bizzoco and George Toxey
1030 - 10:45	Break
10:45 - 12:15	"No Blueprint" Simulation Activity - Debbie Grimes Door Prize Drawing - Mark Heinrich
12:15 - 1:15	Lunch on your own
1:15 - 2:15	Division Chairs meet with Assoc. Deans to review Open Class List
2:15 - 4:00	Division Activitiars and/or Faculty Preparation Period

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Thursday, August 16th

8:30 - 9:30	Division Chair
10:00 - 11:00	New Faculty Orientation - anyone employed since 01/01/01
8:30 - 11:00	Faculty Preparation Period
12:00 - 6:00	On-Site Registration

Friday, August 17th

8:30 - 11:00	Faculty Preparation Period
9:00 - 10:00	Planning Update for all Division Chairs
11:00 - 1:00	On-Site Registration